

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes October 12, 2022

**Physical Location Component at Board of Commissioners Room,
2nd Floor, Van Buren County Administration Building,
219 E Paw Paw Street, Paw Paw MI 49079**

Remote Component Host: Wayne Nelson, Secretary-Treasurer at the meeting site

Note for the Record—This meeting was held at the stated physical location, with an additional online remote component using Zoom remote meeting software. The meeting notice and tentative agenda, including the Zoom Meeting ID Number and login instructions, were properly and timely posted on the county's website to allow public participation. Each Board Member who attended remotely when a reasonable accommodation to attend remotely under the Americans with Disabilities Act was granted to any Board Member, announced upon the start of the meeting or upon subsequent arrival his/her specific remote location (municipality/county/state), and is accorded quorum and voting status for the meeting. Any other Member attending remotely is not accorded quorum and voting status and is not required to declare a physical location.

1. Call to Order and Determination of Quorum and Attendees

At 3:32 PM, by Chair Gail Patterson-Gladney with attendees/absentees/remote locations/quorum status as stated above and as follows:

Board Member Attendance Report--Brownfield Redevelopment Authority Board										
Name	Position	Attendance/Quorum Status	Declared Remote Location			Present Anytime	Present @ Start	+ Late Arrivals	- Early Departs	Present @ End
			Municipality	County	State					
Gail Patterson-Gladney	Chair	Attended physically				Yes	Yes			Yes
Lisa Phillips	Vice Chair	Attended physically				Yes	Yes			Yes
Cynthia Compton	Member	Did not attend meeting				No	No			No
Kate Hosier	Member	Attended physically				Yes	Yes			Yes
Katie Strohauer	Member	Did not attend meeting				No	No			No
Zach Morris	Member	Did not attend meeting				No	No			No
Dr. Patrick Creagan	Member	Attended physically				Yes	Yes			Yes
John Young	Member	Attended physically				Yes	Yes			Yes
Lisa Imus	Member	Attended physically				Yes	Yes			Yes
				Count:		6	6	0	0	6
				Members Present:			6 of 9	6 of 9	6 of 9	6 of 9
				Quorum (Yes/No):			Yes	Yes	Yes	Yes

- a. **Board Members Present (6); Board Members Absent (3); Board Vacancies: (0).** A quorum (6 of 9) is initially present, and a quorum remained throughout the meeting.
- b. **Staff and Others Present:** Secretary-Treasurer Wayne Nelson; Consultants Erik Peterson and David Stegink from Envirollogic Technologies Inc.(both remotely); Doug Koop from EGLE; Mary Hosley.

2. Approval of Agenda--The prepared agenda was presented and approved by unanimous consent.

3. Approval of Minutes of Regular Meeting held September 14, 2022--The draft minutes of the meeting were included in the agenda packet. Motion by Phillips, supported by Imus, to approve the minutes as drafted. Approved by a vote of 6-0.

4. Public Comment—None

5. Secretary-Treasurer's Report—

- a. Nelson presented a written report with oral enhancements.
- b. Invoices--The following was presented for approval.

Amount	Vendor	Invoice #	Invoice Date	Reason
7,490.00	Wayne Nelson	2002	2022-09-30	Services 2022-01-22 to 2022-09-30
\$ 7,490.00	Total of All Invoices			

Motion by Phillips, supported by Young, to approve the invoice for \$7,490.00. Approved by a vote of 6-0.

6. Other Correspondence—None

7. New Business—

- a. **Report of EPA Grant Application Process**—On 10/11/2022, the VBCBOC approved our intension to file a grant application. The ETI Consultants advised that our application should be for about \$500,000 and should include the Paw Paw target area including the Ampey Road extension project and Covert Township. ETI has provided Nelson with the documents and instructions on creating a “workspace” at US Grants to enable the application filing; Nelson is working on that process.
- b. **Other New Business**—Nelson inquired on the process to renew our consulting arrangement with ETI and whether any new documents are indicated. The ETI consultants will review this matter.

8. Ongoing Business—EPA Grant/Brownfield Plan Project Updates—Consultant Erik Peterson mentioned that request for eligible costs approval for the BP for The Lodge in South Haven Township remain imminent. Erik spoke with representative of 101 Cemetery Rd in Bangor regarding future plans. Lisa Phillips urged ETI to try to get needed info from Environ in Hartford Township to finish a BP.

9. Other Business/Reports

- a. **Land Bank Authority Report**—Lisa Imus reported the following:
 - i. The SLBA is inviting local LBA's to apply for \$200,000 grants for environmental remediation and site preparation costs. There may also be an Opportunity Grant potential.
 - ii. A serious potential developer has emerged for 1 – 5 W Main St in Hartford.
 - iii. The VBCLBA is now using the same project approval criteria as the SLBA.
- b. **Economic Development Corporation and Other Economic Development Report**—No report.

10. General Member Comments—None

11. Adjournment—Motion by Hosier, supported by Young, to adjourn. Approved by a vote of 6-0. All business being completed, the meeting was adjourned by the Chair at 4:07 PM.



Wayne Nelson, Secretary-Treasurer
Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

Acronym	Type	Meaning
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
EGLE	Agency	Michigan Department of the Environment, Great Lakes, and Energy
MEDC	Agency	Michigan Economic Development Corporation
SLBA	Agency	Michigan State Land Bank Authority
VBCLBA or LBA	Agency	Van Buren County Land Bank Authority
VBC	Agency	Van Buren County
VBCBOC or BOC	Agency	Van Buren County Board of Commissioners
VBCEDC or EDC	Agency	Van Buren County Economic Development Corporation
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan
ETI	Company	Envirologic Technologies Inc, the EPA Grant contractor
BP	Brownfield Term	Brownfield Plan
LBRF	Brownfield Term	Local Brownfield Revolving Fund
ED	General Term	Economic development
SEV	Property Tax Term	State Equalized Value-should approximate 50% market value
TV	Property Tax Term	Taxable Value-the value for property tax rate billing